



Biscovey Nursery & Infants' Academy

Head of School: Mrs V French

Dear Parents/ Carers,

Thank you for choosing Biscovey Nursery and Infants' Academy for the beginning of your child's learning journey. We look forward to welcoming your child to the setting. We have attached some key information to support your child in starting in the Nursery.

As mentioned in previous correspondence, we are happy to support your child with settling gradually in their first two weeks. The staff are dedicated to developing positive relationships with the children and their parents. Our Welcome Booklet includes lots more information about the Nursery and can be found on our school website. Over the coming weeks, we will be adding videos and stories to the website to help your child to settle in. Please check in regularly on the website for updates. https://www.biscoveyinfants.org.uk/web/starting_nursery/490626

The Nursery Staff



Mrs Rowe



Mrs Hammond



Mrs Vincent

The following staff will also be in the Nursery at different times for cover and to support the children:



Mrs Annear



Mrs Vercoe
Teaching Assistants



Mrs Simmons



Mrs Wilkinson
TIS practitioner

T: 01726 812006

E: hello@biscoveyinfants.org.uk

W: www.biscoveyinfants.org.uk

Biscovey Nursery & Infants' Academy, Lamellyn Road, Par, Cornwall PL24 2DB

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD





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The Classrooms

Please see some photographs below of the classroom, your child will have their own peg for their belongings and will be shown where the toilets are when they start.

Honeybees (Our 2-year-old room)



Bumble Bees (Our preschool room)



Tapestry



TAPESTRY
ONLINE LEARNING JOURNAL

We use 'Tapestry' to record observations of your child. This is a fantastic tool which can be accessed by you at home. It is important that all parents have access to and sign into Tapestry regularly to keep up to date with any news and to be able to complete weekly 'Home Learning Tasks'. Additionally, you can add your own observations, sharing exciting experiences with us. Feel free to write anything- it may be 'Johnny enjoyed a trip to the park' or 'Katie started swimming lessons'. The Tapestry app can be downloaded for free onto your tablet or smart phone. In order for us to add your child to Tapestry, please go to: <https://forms.microsoft.com/FormsPro/Pages/ResponsePage.aspx?id=rVOWGVbBBUq60whMGjC2GNQzh8GyMTBDIM8-H3wZjiVUNIIXOU5LMjJZWFBKVzEyWVRGTUILWkgxOC4u> Please fill out the online form to enable us to set up your account. When your child's account is set up you will receive an email for you to activate your parent account.

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Clothing and Belongings

It is important that all of your child's belongings are clearly labelled to avoid them getting lost. The children in Bumble Bees will need a school uniform, this can be purchased online at: <https://www.pmgschoolwear.co.uk/> Please send your child to school with a change of clothes in case of an accident. To enable us to support your child with nappy changing, toilet training and changing in case of accidents we will need a completed intimate care plan, this will be sent out when your child starts with us. If your child is starting in Honeybees they will not need a uniform but we recommend sending them in clothes which you do not mind getting messy.

Open Door Policy

At Biscovey Nursery and Infants' Academy we understand the importance of working with parents to support children to meet their full potential. We encourage parents to approach their child's class teacher with any questions or queries throughout the year.

Tuck

Each session we offer the children a range of healthy food and a drink of milk or water. The cost of tuck is 30p per session. At the beginning of each term your tuck bill will be added to your child's Parent Pay account to be paid online. It can take a couple of weeks after your child's start date for your Parent Pay account to become active. Should you experience any problems with Parent Pay, please speak to the office staff.

Returning Paperwork

Prior to your child starting with us, you will need to return an admission form and the relevant funding form. These will have been sent to you via email when confirmation of your child's place was sent. In your child's first weeks you will receive letters requesting permission and information for your child. Please return these to the staff in the Nursery as soon as possible to allow for us to process the information. It is important to check emails regularly for any correspondence from the school.

Key Person Groups

Once your child has settled in, they will be allocated with a key person. This will be a member of the Nursery team. More information on this will follow.

What will my child need to bring?

Your child will need to bring with them a coat and a bag with spare clothes and underwear in case they have an accident. We provide wet weather gear for the children but ask for a pair of wellies to be sent in and kept in school. Later in the year, the children in Bumble Bees will need a P.E kit. On sunny days your child will need a sunhat and to be sent in wearing sun cream.

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We kindly ask that no toys are brought into the setting. This can cause disputes and children can become distressed if they are damaged or lost. Personal toys also hinder children from accessing the activities provided at school.

First Aid in School

All of our Nursery staff are Paediatric First Aid trained and we have been accredited with 'Millie's Mark'. "Millie's Mark is an exceptional achievement for a childcare setting, as it shows they are going above and beyond minimum requirements in keeping children safe."

(<https://www.milliesmark.com/>)

In the event of an accident or if they become unwell, we want to reassure you that your child will be well looked after. Should we need to contact you **it is important that your contact numbers are always kept up to date.**

We hope that this information will be useful to share with your child to support with settling. We look forward to welcoming your child.

Thank you for your time,

The Nursery Team

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